



City of Rockville
Rockville City Police Department
Community Enhancement/Code Enforcement Division
20 Courthouse Square • Suite 205 • Rockville, MD 20850 • 240-314-8330

OFFICE USE ONLY

Application No.: _____

Inspector: _____

☐ Renewal ☐ New

Application for License of Accessory Apartment (rental status)

All information requested must be furnished (please type or print clearly, incomplete or illegible applications will be returned). In order for the Community Enhancement Code Enforcement Division to certify your accessory apartment, under Chapter 5 and 25 of the Rockville City Code, it will be necessary that you complete and return this form to this office within ten days. Verification will take place after all required information is received.

PLEASE PRINT CLEARLY OR TYPE	PROPERTY LOCATION		
	NUMBER, STREET, CITY, STATE, & ZIP		
PROPERTY OWNER	NAME	MAILING ADDRESS — IF DIFFERENT FROM ABOVE	TELEPHONE NUMBER
	LAST		WORK
	FIRST		HOME

NUMBER OF PEOPLE _____

LIST ALL OCCUPANTS OF ACCESSORY APARTMENT BELOW

RELATIONSHIP

1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____

PRESENT RENT _____

IS RENT SUBSIDIZED? ☐ YES ☐ NO

PREVIOUS RENT _____

UTILITIES INCLUDED? ☐ YES ☐ NO

LOCATION OF ACCESSORY APARTMENT _____

I attest that the above information is true and correct, that I am the owner of the property, and that I reside at the premises.

Property Owner Signature _____

Date _____ Daytime Phone Number _____

Application Fee is \$150.00 Non-Refundable

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Property Maintenance Violations: ☐ None

Notice Issued _____

Inspector's Signature _____